

# **Berkeley Lab Learning Institute (BLI)**

## **2012 Onsite Calendar**

### **Supervisors and Work Leads**

| <b>Course #</b> | <b>Course Name</b>                                     | <b>Instructor</b> | <b>Dates</b>  | <b>Location</b>  |
|-----------------|--|-------------------|---|--|
| BLI 0117        | Supervisor Responsibilities for Berkeley Lab           | N/A               | Online access anytime at <a href="http://www.lbl.gov/BLI/SR">www.lbl.gov/BLI/SR</a>                 |  |
| BLI0122         | Supervisor Scenario Workshop                           | Kathy Anttila     | February 2, 12:30-3:30p<br>April 17, 12:30-3:30p<br>July 26, 12:30-3:30p<br>October 23, 12:30-3:30p | Bldg 54-130<br>Bldg 54-130<br>Bldg 54-130<br>Bldg 54-130 |
| BLI2019         | Performance Review Discussion Workshop for Supervisors | Kathy Anttila     | July 17, 10:00a-12:00p<br>August 2, 10:00a-12:00p<br>August 14, 10:00a-12:00p                       | Bldg 15-253<br>Bldg 54-130<br>Bldg 15-253                |
| BLI1104         | Leading for Results                                    | Shelley Surh      | April 24, 9:00a-5:00p<br>September 11, 9:00a-5:00p<br>November 1, 9:00a-5:00p                       | Bldg 15-253<br>Bldg 15-253<br>Bldg 54-130                |

### **Scientists, Engineers, Postdocs & GSRAs**

| <b>Course #</b> | <b>Course Name</b>  | <b>Instructor</b>               | <b>Dates</b>  | <b>Location</b>                           |
|-----------------|---|---------------------------------|---|---|
| BLI0118         | Career Planning for Postdocs and GSRAs                                | Dr. Elayne Chou                 | March 28, 1:00-2:00p<br>July 11, 1:00-2:00p<br>November 6, 1:00-2:00p | Bldg 62-203<br>Bldg 54-130<br>Bldg 54-130 |
| BLI1063         | Job Hunting in Academia Part I – Preparing Your Application Materials | Dr. Cynthia Fuhrmann            | April 11, 1:00-3:00p<br>May 31, 1:00-3:00p                            | Bldg 66 Auditorium<br>Bldg 50 Auditorium  |
| BLI1065         | The Art of Science Writing  | Dan Hawkes                      | September 20, 1:00-3:00p  | Bldg 54-130                               |
| BLI1066         | Job Hunting at National Laboratories                                  | Bill Cannan<br>Susan McAllister | August 8, 1:00-2:00p  | Bldg 54-130                               |
| BLI1068         | Job Hunting in Industry Part I - Overview                             | Bill Lindstaedt                 | March 6, 1:00-2:30p<br>September 5, 1:00-2:30p                        | Bldg 66 Auditorium<br>Bldg 66 Auditorium  |
| BLI1069         | Job Hunting in Industry Part II - Resume Reviews                      | Bill Lindstaedt                 | March 20, 11:30a-12:30p   | Bldg 66 Auditorium                        |
| BLI1070         | Job Hunting in Industry Part III - Interviewing and Negotiating       | Bill Lindstaedt                 | March 20, 1:00-2:30p  | Bldg 66 Auditorium                        |
| BLI2023         | Designing and Delivering Dynamic Research Presentations               | Dr. Cynthia Fuhrmann            | December 12, 1:00-2:30p   | Bldg 66 Auditorium                        |
| BLI2024         | Making Connections: Networking for Scientific Professionals           | Jill Wesley                     | May 23, 3:00-5:00p<br>May 24, 3:00-5:00p                              | Bldg 54-130<br>Bldg 54-130                |
| BLI3000         | Job Hunting in Academia Part II- Interviewing and Negotiating         | Dr. Cynthia Fuhrmann            | October 25, 1:00pm-3:00p  | Bldg 50 Auditorium                        |

Go to [www.lbl.gov/BLI](http://www.lbl.gov/BLI) to “Onsite Courses” for further details on each course.

To register, go to Employee Self Service. For questions, contact Emalynn Robinson at ext. 7001

# **Berkeley Lab Learning Institute (BLI)**

## **2012 Onsite Calendar**

### **All Employees**

| <b>Course #</b> | <b>Course Name</b>   | <b>Instructor</b> | <b>Dates</b>  | <b>Location</b>                           |
|-----------------|--|-------------------|---|---|
| BLI0119         | Career Planning for Employees                              | Dr. Elayne Chou   | March 28, 10:00a-12:00p<br>July 11, 10:00a-12:00p<br>November 6, 10:00a-12:00p  | Bldg 62-203<br>Bldg 54-130<br>Bldg 54-130 |
| BLI0131         | Conducting Effective Meetings<br>- Webinar                 | Nancy Friedman    | March 15, 1:00-2:00p<br>August 9, 1:00-2:00p<br>November 8, 1:00-2:00p          | Online/phone<br>access                    |
| BLI0132         | Managing Your Time &<br>Getting Things Done -<br>Webinar   | Nancy Friedman    | March 15, 11:00a-12:00p<br>August 9, 11:00a-12:00p<br>November 8, 11:00a-12:00p | Online/phone<br>access                    |
| BLI0926         | Archives & Records   | John Stoner       | April 10, 10:30a-12:00p<br>October 2, 10:30a-12:00p                             | Bldg 54-130<br>Bldg 54-130                |
| BLI2020         | Performance Review<br>Discussion Workshop for<br>Employees | Kathy Anttila     | July 18, 10:00a-12:00p<br>July 31, 10:00a-12:00p<br>August 16, 10:00 -12:00p    | Bldg 54-130<br>Bldg 15-253<br>Bldg 54-130 |
| BLI3002         | Understanding Differences<br>Part I                        | Kathy Anttila     | February 28, 9:00a-12:00p<br>June 5, 9:00a-12:00p<br>December 4, 9:00a-12:00p   | Bldg 15-253<br>Bldg 15-253<br>Bldg 15-253 |
| BLI3003         | Understanding Differences<br>Part II                       | Kathy Anttila     | January 10, 9:00a-12:00p<br>March 6, 9:00a-12:00p<br>June 28, 9:00a-12:00p      | Bldg 54-130<br>Bldg 15-253<br>Bldg 54-130 |

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